

ANNEX B

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Tabs with an asterisk (*) identifies documents that are **NOT** submitted with packet, these are updated in the respective applications e.g. iPERMS, DAPMIS.

***TAB 1** – Current Official DA Photograph.

TAB 2 – Height and weight compliance statement, within last 12 Months, CY16, signed by Commander)

TAB 3 – DA form 705 (APFT, within last 12 Months, CY16, Must state For Record and have HT/WT GO/NO GO selected, or have Memorandum signed by Commander)

***TAB 4** – Last four OERs (most recent first, must be in iPERMS and Profiled)

***TAB 5** – Current Officer Record Brief (ORB, in color)

TAB 6 – Weapons qualification (Copy of score sheet within last 12 months, CY16, or Memorandum for Record signed by Commander of why not completed)

***TAB 7** – Civilian education (Copy of transcripts most recent first)

***TAB 8** – Military education (AERs, DA Form 1059 or diplomas – most recent first)

TAB 9 – Individual contributions to the State and/or local community; community activities should be validated by the community organization (**Double spaced in Arial, 12 point font, not to exceed two pages**). Paragraph Format Only – No Bulleted Comments.

TAB 10 – Individual unit accomplishments/contributions to the ARNG (**Double spaced in Arial, 12 point font, not to exceed two pages**). Paragraph Format Only – No Bulleted Comments.

TAB 11 – The Adjutant General's memorandum (For T32 AGR nominations, the Director, or senior ARNG installation representative in the officer's chain of command) Authority line must be present if any other Senior Officer signs for the TAG (ATAG, CofS, or G1).

TAB 12 – Brigade commander's memorandum (signed by Commander)

TAB 13 – Battalion commander's memorandum (signed by Commander)

TAB 14 – Justification: A narrative describing how the nominee's performance **during CY16 ONLY** meets the following criterion: Leadership; Influence; Proficiency; Values; Team Building; Personal Skills (**Double spaced in Arial, 12 point font, not to exceed two pages**). Paragraph Format Only – No Bulleted Comments

TAB 15 – Administrative information: The POC must be from the MILPO Office. This is essential for ease of coordination in the event your nominee is selected. (See attached format). If the nominee is mobilized, a copy of the officer's orders must be included at TAB 15.

TAB 16 – Other supporting documentation (documents must relate to achievements made in **CY16 only**)